

# Medical Exemption Guidance

## Medical Exemption for Accountability Guidance<sup>1</sup>

### INTRODUCTION

All Wisconsin students attending traditional public, charter or accredited nonpublic schools—including students with disabilities and English language learners—are required by state and federal law to participate in Wisconsin’s statewide assessment program. Students who do not participate in state assessments are included as ‘not tested’ when calculating participation rates for school accountability purposes. Students with acute, short term minor illnesses or injuries must participate in the statewide assessment. In addition, schools can provide necessary accommodations through a 504 plan or through the [DPI Request for Accommodation Form](#) process for DLM and Forward, or [ACT’s request process](#) for ACT-Approved Accommodations.

There are rare and unique situations in which a *significant medical emergency* may prohibit a student’s participation in academic activities and statewide assessments. In such instances, a student may be exempt from participation in statewide assessments and excluded from the school’s accountability calculations. Please note that instances where such exemptions are justified are quite rare. The guiding rule is that if a student is able to receive instruction (including off-site instruction), then a student is also expected to participate in statewide assessments.

DPI requires districts to maintain documentation of instances of non-testing due to a significant medical emergency using the form found on page 2. DPI may request documentation, as deemed necessary, when calculating a district’s accountability determinations.

### REASONS FOR MEDICAL EXEMPTION

Significant Medical Emergency In rare instances, a student may be unable to complete or participate in any part of the statewide assessments due to a significant, documented medical emergency. Examples of a significant medical emergency may include but are not limited to: hospitalization or placement in hospice care, severe trauma, or a mental health crisis where because of the student’s medical condition they are unable to access any academic instruction. A significant medical emergency renders the student incapable of participating in any academic activities, including the statewide assessment, during a particular testing window.

Medically Fragile with a Significant Medical Emergency Medically fragile students are expected to participate in statewide assessments unless a significant and documented medical emergency exists in addition to medical fragility (see “Significant Medical Emergency” above).

<sup>1</sup>This guidance document supersedes any previous guidance documents on Medical Exemptions for Accountability.

# Medical Exemption Guidance

## Instructions:

Please maintain documentation of the Significant Medical Emergency, should DPI require further documentation. Documentation may include attendance records, communication from family, medical records classified under HIPAA and other documentation as appropriate.

GENERAL INFORMATION	
Date of medical emergency:	Grade Level of Student:
District:	School:
District Assessment Coordinator:	Telephone (Area/No.):
E-mail Address:	Fax (Area/No.):
ASSESSMENT	

## The student was exempt from the following assessment:

- |                                            |                                                      |
|--------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> ACT® with Writing | <input type="checkbox"/> Wisconsin Forward           |
| <input type="checkbox"/> ACT® WorkKeys®    | <input type="checkbox"/> Dynamic Learning Maps (DLM) |
| <input type="checkbox"/> Access for ELLs   |                                                      |

**Description of the student's significant medical emergency, including timing and duration, at the time of test window:**

## District Assurances-

1. This is a rare and unique situation in which the student is unable to participate in any part of the assessment for medical reasons, such as long-term hospitalization without access to academics, severe trauma, mental health crisis with a finding that the student is a danger to self and others, or placement in hospice care. ☐ YES ☐ NO
2. The student due to a medical emergency, is unable to receive instruction during the entire testing window.  
☐ YES ☐ NO
3. Parent/legal guardian has been notified that the district is selecting a Medical Exemption for their student and that they will not receive results for the statewide assessment. ☐ YES ☐ NO

**District Authorized Signature:**

**Date:**